Wyoming Prevention Framework Community Grant Report

Attachment B		
This report is for this time period		Please email this report as an attachment to Substance Abuse & Mental Health Services Division.
May 1 - September 30, 2007		Wyo Dept. of Health lisa.laake@health.wo.gov
Today's Date	10/9/2007	For information call 1-800-535-4006
County	Weston	or 307-777-6494
Contract Organization Name	Northern Wyoming Mental Health Center	
Your Name	Kristi Lipp	
		Please keep both a hard-copy and file copy for your
Your Mailing Address	420 Deanne Avenue	records
City, State, Zip	Newcastle, WY 82701	
Your Work Phone Number	307-746-4456	
Fax	307-746-4470	
Your Work Email Address	prevention@rtconnect.net	

			Percent		
	Outrast Dellarashia	Data das	Completed (or notes on amount	Date	O company of the Notice
Item	Contract Deliverables	Date due	completed)	Completed	Comments or Notes
Α	Staff, Board of Directors, Volunteers, Work Assignments, and Technical Assistance				
	SPF Staff Hired (report name, percent of time,				Prevention Specialist/ SPF-SIG Coordinator staff change
	email address, phone number)	1-Feb-07	100%		from Joy Eddy to Kristi Lipp
<u> </u>	Supervise SPF staff/staff evaluation (note dates	110007	10070	1/25/2001	Staff meets monthly for supervision with NWMHC County
2	and any notes)		100%	monthly	Manager Mike Ratigan
	Name, title, and phone number of the staff's		10070	monthly	Wanagor Winto Hatigari
	supervisor				Mike Ratigan, County Manager, 307-746-4456
	Criminal history record compliance (briefly note				gan, coanty manager, cor i co i co
	yes or no if any action was taken this guarterdo				
4	not report names)		100%	7/25/2007	Yes
					State Prevention Meeting- Chevenne; Kristi Lipp-
5	Staff training and paid travel			9/10-9/11	Candy Driver-Ratigan-
	(list all training paid under the contract, dates,				National Prevention Network- Portland, OR; Kristi Lipp-
	traveler name, amount)			9/16-9/19	Leslie Patterson-
	Notify the Division of any board of				
6	directors/staffing changes				See above.
7	Other Contract Work Agreements (report details)				
	Complete agreement with SPF-TAC		100%	9/21/2007	WyPTAC contract signed and returned.
	Other		10070	3/21/2007	Wyl TAO contract signed and returned.
	Othor	I I		l .	
В	Needs Assessment Activities				
		Feb or March			
1	Needs Assessment Training/Winter 07 Meeting	2007	100%		
	L	Feb or March			
	Needs Assessment Instrument Received	2007	100%		
	Data Collection		100%		
	Data Analysis		100%		
	Priorities Identified	4 1 0.7	100%	l 07	
	Needs Assessment Sent to SAD	1-Jun-07	100%	Jun-07	
7	Receive SAD Comments @ Needs Assessment	15-Jun-07	100%	Jun-07	
	Revise Needs Assess/Submit Final				
8	Other				

Contract Deliverables	Date due	Percent Completed	Date Completed	Comments or Notes	
Community Infrastructure Activities					
Community Advisory Council Activities			8/17/2007	Strategic Plan training with WyPTAC	
briefly list CAC activities			9/7/07	Strategic Plan work meeting	
·			5/24/2007	8 members attending	
			6/12/2007	7 members attending	9
			7/18/2007	members attending	6
Community Advisory Council Meetings			8/23/2007	members & 2 guests attending	9
List dates & number of people who attended			9/27/2007	members & 1 guest attending	
See below for membership report					
Budget and Funding Approved by CAC (attach					
	Community Infrastructure Activities Community Advisory Council Activities briefly list CAC activities Community Advisory Council Meetings List dates & number of people who attended See below for membership report	Community Infrastructure Activities Community Advisory Council Activities briefly list CAC activities Community Advisory Council Meetings List dates & number of people who attended See below for membership report	Contract Deliverables Date due Completed Community Infrastructure Activities Community Advisory Council Activities briefly list CAC activities Community Advisory Council Meetings List dates & number of people who attended See below for membership report	Contract Deliverables Date due Completed Completed Community Infrastructure Activities 8/17/2007 Community Advisory Council Activities 8/17/2007 briefly list CAC activities 5/24/2007 6/12/2007 6/12/2007 7/18/2007 7/18/2007 Community Advisory Council Meetings 8/23/2007 List dates & number of people who attended 9/27/2007 See below for membership report 9/27/2007	Contract Deliverables Date due Completed Completed Completed Comments or Notes Community Infrastructure Activities 8/17/2007 Strategic Plan training with WyPTAC Striefly list CAC activities 9/7/07 Strategic Plan training with WyPTAC 5/24/2007 8 members attending 6/12/2007 7 members attending 6/12/2007 7/18/2007 members attending members attending Maccommunity Advisory Council Meetings 8/23/2007 List dates & number of people who attended 9/27/2007 See below for membership report 1 guest attending

	Community Resource Assessment				
4					
5	Present Findings/Process to Community				
	(Optional) local SAPST and/or CADCA Training for				
6	SAC/Community				
					The community was involved through representation on
	Briefly describe how the community was involved				the Task Force and by education through the local
7	in the SPF process during this reporting period				newspaper regarding the Strategic Plan process.
	Other CAC/Infrastructure				
	<u>. </u>	•			
D	Strategic Planning Activity				
	Attend Strategic Planning Training	Jul-07	100%	Jul-07	
	Receive Strategic Planning Materials from SAD		100%	Jul-07	
	Research Evidence Based Strategies		100%	Aug-07	
	Match Strategies to Data/Needs		100%	Aug-07	
	Write Strategic Plan		100%	Aug-07	
	Submit Strategic Plan to SAD		100%	Sep-07	
	Receive SAD Comments/Revise/Final Plan	31-Aug-07	100%	Oct-07	
	Other				
		•			
	Ocatoral Ballimorbia	Data das	Percent	Date	O
Item	Contract Deliverables	Date due	Percent Completed	Date Completed	Comments or Notes
Item E	Contract Deliverables Implementation (only with SAD approval)	Date due			Comments or Notes
		Date due			Comments or Notes
		Date due			Comments or Notes
		Date due			Comments or Notes
		Date due			Comments or Notes
	Implementation (only with SAD approval)	Date due			Comments or Notes
	Implementation (only with SAD approval) Deliverables and Assurances	Date due			Comments or Notes
	Implementation (only with SAD approval) Deliverables and Assurances Reports	Date due			Comments or Notes
F	Implementation (only with SAD approval) Deliverables and Assurances Reports For February 1 - April 30		Completed		Comments or Notes
F 1	Implementation (only with SAD approval) Deliverables and Assurances Reports For February 1 - April 30 May 15: Submit this report to SAD	15-May-07	Completed		Comments or Notes
F 1	Implementation (only with SAD approval) Deliverables and Assurances Reports For February 1 - April 30		Completed		Comments or Notes
F 1	Deliverables and Assurances Reports For February 1 - April 30 May 15: Submit this report to SAD May 15: Submit Expenditure Report to SAD	15-May-07	Completed		Comments or Notes
F 1 2	Implementation (only with SAD approval) Deliverables and Assurances Reports For February 1 - April 30 May 15: Submit this report to SAD May 15: Submit Expenditure Report to SAD For February 1 - June 30	15-May-07	Completed		Comments or Notes
F 1 2	Deliverables and Assurances Reports For February 1 - April 30 May 15: Submit this report to SAD May 15: Submit Expenditure Report to SAD	15-May-07	Completed		Comments or Notes
F 1 2	Implementation (only with SAD approval) Deliverables and Assurances Reports For February 1 - April 30 May 15: Submit this report to SAD May 15: Submit Expenditure Report to SAD For February 1 - June 30 July 31: Submit CLI to SAMHSA	15-May-07 15-May-07	Completed		Comments or Notes
F 1 2 3	Implementation (only with SAD approval) Deliverables and Assurances Reports For February 1 - April 30 May 15: Submit this report to SAD May 15: Submit Expenditure Report to SAD For February 1 - June 30 July 31: Submit CLI to SAMHSA For May 1 - June 30	15-May-07 15-May-07 31-Jul-07	100% 100%		Comments or Notes
F 1 2 3	Implementation (only with SAD approval) Deliverables and Assurances Reports For February 1 - April 30 May 15: Submit this report to SAD May 15: Submit Expenditure Report to SAD For February 1 - June 30 July 31: Submit CLI to SAMHSA	15-May-07 15-May-07	Completed		Comments or Notes

tem	Contract Deliverables Other Information	Date due	Completed	Completed	Comments or Notes
			Percent	Date	
12	(attaon copy)		10078		<u> </u>
	(attach copy)		100%		
	Post 2 newspaper ads/articles about the SPF grant				
	On-Site evaluations or reviews				
	Obtain Chapter 16 Prevention Certification				
	Submit any requested data				
	Provide any other evaluation information				
7	Complete evaluation agreement with WySAC	30-Mar-07			
ď	October 15. Submit Expenditure Report to SAD	15-001-07			
	For July 1 - September 30 October 15: Submit Expenditure Report to SAD	15-Oct-07			
	For list 4 Contamber 00				
5	October 15: Submit this report o SAD	15-Oct-07	100%		
	For May 1 - September 30				
	outy of a custime Experimental of Report to O/12	01 001 07	10070		
4	July 31: Submit Expenditure Report to SAD	31-Jul-07	100%		
	For May 1 - June 30				
3	July 31: Submit CLI to SAMHSA	31-Jul-07			
	For February 1 - June 30				

			Percent	Date	
Item	Contract Deliverables	Date due	Completed	Completed	Comments or Notes
G	Other Information				
	Briefly describe any actions taken by the LEAD				
	AGENCY (fiscal agency) board of directors or high				
1	level staff around the SPF SIG grant				N/A
	Restricted activities (report any approval				
2	requested and received for these)				N/A
	fairs/brochures/educational materials				
	media				
	Please note any significant changes from the				
3	budget submitted in the application.				N/A
	What was the one greatest accomplishment this				The completion of the Strategic Plan. An article was
	reporting period? How was this accomplishment				published on the front page of the News Letter Journal,
4	shared with the community?				complete with color photo. (See attached article.)
	What was the one greatest barrier this reporting				The change in staff for the SPF/SIG grant (hiring of a
5	period? What was done to address this barrier?				new Prevention Specialist.)
	Please briefly list any significant changes or				
6	information related to this grant				See above.

Please provide input and recommendations about	
technical assistance provided by SAD and SAD	The SAD, WyPTAC, and WYSAC have all been very
7 contractors	helpful with the change in staffing.

COMMUNITY ADVISORY COUNCIL

	Member's Name	Date first joined	Number of meetings attended (total to date)	Please note if this is a representative of the sectors listed on page 6 of the application instructions.	Agency or Constituency Represented
	Bill Ware	3/6/2007	15		Weston County Sheriff
	Brad Lacroix	3/6/2007	14		Weston County School District#1
	Diau Lacioix	3/0/2007	14		Weston County School District#1
	Kristi Lipp	3/6/2007	16		21 CCLC- now Prevention Specialist @ NWMHC (7/07)
	Lori Bickford	3/6/2007	13		Public Health Nurse
	Norma Shelton	3/6/2007	13		Newcastle Area Chamber of Commerce
	Deb Sweet	3/6/2007	14		Weston county Sheriff's office, youth services
	Mike Ratigan	3/6/2007	15		Northern Wyoming Mental Health Center
	g	5, 5, 200			Tobacco Preventio, Northern Wyoming Mental Health
	Deanna Ferguson	3/6/2007	13		Center- now at WyPTAC (7/07)
	Candy Driver-Ratigan	3/6/2007	15		Newcastle Workforce Center
	Pam Penfield	3/6/2007	14		KASL Radio
	Hope Phelon	3/6/2007	15		Northern Wyoming Mental Health Center
	Joy Eddy (no longer a member)	3/6/2007	13		Northern Wyoming Mental Health Center
	Christine Beardsley	3/6/2007	15		FOCUS
	Andy Macke (no longer a member)	3/6/2007	14		Newcastle Police Dept.
	Connie James	9/27/2007	1		Weston County WIC
	Leslie Patterson	8/23/2007	2		NWMHC Case Manager
	Amanda Brengle	8/23/2007	2		Tobacco Preventio, Northern Wyoming Mental Health Center
-		 			
 		-			
<u> </u>		1			
-		 			
<u> </u>		 			
<u> </u>		ļ			
		İ			